

CHANGES IN THE ENVIRONMENTAL HEALTH SPECIALIST APPLICATION PROCESS

Starting September 1, 2003, all individuals applying for registration as an environmental health specialist (EHS) will be required to have their college transcripts evaluated by Cooperative Personnel Services (CPS). Graduates of foreign universities (out of country) will continue to use the transcript services listed below and on the Department of Health Services (DHS) web page www.dhs.ca.gov/ps/ddwem/environmental/REHS/REHS.htm. CPS will not evaluate transcripts from foreign colleges or universities.

To apply for registration as an EHS or certification as an EHS trainee you will need to file an application with the Environmental Health Specialist Registration Program (EHSRP).

Applications are available on the DHS web page. Your application package must include:

- 1) A completed Environmental Health Specialist Registration application;
- 2) An evaluation letter from CPS, or a foreign transcript service; and
- 3) A nonrefundable \$73.00 application fee.

Mail your application package to the EHSRP at:

California Department of Health Services
Environmental Health Specialist Registration Program
P.O. Box 942732, MS 7404
Sacramento, CA 94234-7320

Confirmation will be sent to you after the EHSRP has received your application. Once the evaluation indicates that you are eligible to be certified as an Environmental Health Specialist trainee, you will be sent a letter identifying the training, experience and/or education that you need to complete prior to entrance into the exam. **You may apply to CPS and EHSRP concurrently.**

FOR Graduates of AMERICAN UNIVERSITIES and COLLEGES

You will need to file an application with CPS for the evaluation of your transcripts and remit the appropriate fees to:

CPS Human Resource Services
241 Lathrop Way
Sacramento, CA 95815
(916) 263-3624 phone
(916) 561-7238 fax
web address: www.cps.ca.gov

FOR Graduates of FOREIGN UNIVERSITIES and COLLEGES

If you have attended a college or university outside the United States you will need to file an application with one of the foreign transcript services listed below. **FOREIGN TRANSCRIPTS** must be evaluated for course equivalency by a commercial credential evaluation service.

These services operate for a fee based on the extent of education evaluated. Request that the evaluation service forward a letter to the EHS RP stating whether or not your degree is equivalent to a bachelor's degree offered by a United States college or university. The evaluation must indicate whether or not your degree includes lecture and/or laboratory instruction for general basic science courses required of **science majors** including **inorganic chemistry, organic chemistry, physics, biology, microbiology, and calculus or college algebra (third-year algebra)**.

This letter from the credential evaluation service must state that these courses have been successfully completed and must indicate the number of equivalent United States semester units each course represents. (NOTE: This list is supplied for informational purposes only and in no way implies formal recognition or approval by the Department of Health Services of the agencies listed or their advisory interpretations.)

CREDENTIAL EVALUATION SERVICES

A Academic and Professional International Evaluations, Inc. P.O. Box 5787 Los Alamitos, CA 90721-5787 (562) 594-6498 www.apie.org	Center for Applied Research, Evaluation & Education, Inc. P.O. Box 20348 Long Beach, CA 90801 (562) 430-8215 evalcaree@earthlink.net
Education Records Evaluation Service, Inc. 601 University Ave. Suite #127 Sacramento, CA 95825 (916) 921-0790 www.eres.com	Evaluation Service, Inc. PO Box 1455 Albany, NY 12201 (518) 672-4522 www.evaluationservice.net
Foreign Academic Credential Service, Inc. PO Box 400 Glen Carbon, IL 62034 (618) 656-5291 www.facusa.com	Foundation for International Services, Inc. 21540 30 th Dr SE, suite #320 Bothell, WA 98021 (425) 487-2245 www.fis-web.com
Global Services Associates, Inc. 2554 Lincoln Blvd. #445 Marina del Rey, CA 90291 (310) 828-5709 www.globaleval.org	I International Consultants of Delaware, Inc. 625 Barksdale Rd. suite #109 Newark, DE 19711-3258 (302) 737-8715 http://icdel.com
International Educational Research Foundation, Inc. P.O. Box 3665 Culver City, CA 90231 (310) 258-9451 www.ierf.org	Josef Silny & Associates, Inc. International Education Consultants 7101 SW 102 Ave. Miami, FL 33173 (305) 273-1616 www.jsilny.com
SpanTran Educational Services, Inc. 7211 Regency Square Blvd #205 Houston, TX 77036-3197 (713) 266-8805 www.spantran-edu.org	World Education Services, Inc. PO Box 745 Old Chelsea Station New York, NY 10113-0745 (800) 937-3895 www.wes.org

